



## **JOB DESCRIPTION NATIONAL TEAM COACH**

**January 2012**

Positions in RIFLE, PISTOL, TRAP, SKEET disciplines

1. Appointment, employment and termination of employment is by authority of the Executive Committee acting on the recommendation of the Vice President High Performance. A Personal Services Agreement between the Coach and the Federation will be completed. The position may or may not be filled as determined by recommendation of the Interview Committee.
2. Required qualifications: a combination of appropriate education and experience together with current participation in coaching education through the National Coaching Certification Program (NCCP) to the highest level available. Minimum requirements for National Team Coach positions: fully certified NCCP level 3 and enrolment in a NCI toward level 4/5 completion. Must be a member of 'Coaches of Canada' and inherently have completed a recent security clearance. Must possess a valid driver's license and be able to operate a motor vehicle in foreign countries, in all regions of the world.
3. Other qualifications that, while not mandatory, are a definite asset:
  - ◆ Fluency in both official languages
  - ◆ Recent international competition coaching experience
  - ◆ ISSF Coach certification(s)
  - ◆ Experience with IT data systems
4. **Objectives:**
  - ◆ The primary objective of the position is the attainment of the best possible results with available resources from Canadian participation in international competitions.
  - ◆ The secondary objectives are to raise the general standard of performance of Canadian National Team members; to gain wide acceptance of good technical, physical, mental and tactical training methods and to encourage a cadre of qualified coaches with the experience and training necessary for operation of National Team training and competition objectives.
5. **Responsibilities** include but are not limited to:
  - ◆ Working collegially with the discipline Team Manager.
  - ◆ Preparing short and long-term plans for the team as a whole.
  - ◆ Establishing goals and objectives for team and individual training and competition
  - ◆ Preparing detailed annual team and individual, domestic and international, training and competition schedules.
  - ◆ Working with other discipline team coaches and managers on program alignment and event participation.
  - ◆ Mentoring the development of individual training plans
  - ◆ Monitoring National Team athletes, plans and activities
  - ◆ Contributing on an as and when needed basis to the High Performance Committee (HPC), and to the overall effective operation of the High Performance Program (HPP) to meet SFC partner needs.
  - ◆ Collaborating with the HPC on, amongst other things, the development of athlete selection criteria and other criteria relevant to the HPP, and on the organization and conduct of team and individual training camps and trials.

- ◆ Liaising with SFC office staff on all details pertaining to international team travel such as flight itinerary, hotel reservations, vehicle rental, competition registration, firearm permits and visa acquisitions.
- ◆ Assisting office staff with administrative requirements for Canadian sport agencies such as Sport Canada whenever required.
- ◆ Assisting with major international competition selection trials.
- ◆ Making recommendations regarding development opportunities for assistant coach(es) and the athletes' personal coaches.
- ◆ From time-to-time, representing the Shooting Federation of Canada and the National Team to agencies of the Canadian sports system and the community at large.
- ◆ Assisting with the preparation of Athlete Assistance Program (AAP) submissions to Sport Canada on behalf of eligible athletes as appropriate.
- ◆ Other technical and administrative duties as may be required for the effective operation of the High Performance Program.

**6. Authority**

The assignment of responsibility for these specific tasks to the coach will include the authority required to carry them out. However, the coach does not have the authority to enter into any contract on behalf of the Federation.

**7. Liaison**

The National Team Coach will:

- ◆ Consult regularly and receive direction from the Shooting Federation of Canada, Vice President High Performance.
- ◆ Contact the SFC Technical Director on program and policy matters

**8. Accountability**

The National Team Coach is directly accountable to the Vice President High Performance of the Shooting Federation of Canada.

These are volunteer positions with no salary. Approved expenses incurred during the commission of National Team Coach duties will be compensated by the SFC.